

APPROVED 04/08/2010

At 6:05 pm the Board's meeting was called to order in the basement meeting room at the Fremont Town Hall. Present were Selectmen Brett Hunter, Greta St Germain, and Annmarie Scribner; and Town Administrator Heidi Carlson.

OLD BUSINESS

1. The Selectmen reviewed and discussed the minutes for 25 March 2010. Scribner moved to accept them as amended. St Germain seconded and the vote was unanimously approved 3-0.

2. An updated Purchasing Policy as revised by Hunter was circulated for review. Selectmen began discussing the Policy.

Road Agent Mark Pitkin came into the meeting at 6:45 pm.

Selectmen continued with the Purchasing Policy review and revision. This will be further reviewed next week after members have had more time to read it. Hunter will attempt to "merge documents" to show a comparison to the old versus new documents.

3. Selectmen reviewed a redraft of the Ethics Policy. There was discussion about the changes to the Policy, and further review of this document will continue.

At 7:20 pm Selectmen addressed Road Agent Mark Pitkin and the following topics:

Carlson advised that after meeting today on site with Leon Holmes Jr, the RFP had been finalized for the Highway site materials screening project. Pitkin reviewed it; and it will be forwarded back to Holmes for a final review on Friday. The project will be mailed to all heavy equipment owners in Town; posted on the website, and at Town Buildings.

Pitkin said that Shirkin Road is getting so rough that it is almost impassable. He questioned the Board about turning it to dirt for now. He said that it has gotten to the point where it would be easier to care for if it was dirt, in the worst section. He described a section just beyond Leavitt Road to near the Epping town Line. He said he has talked with the one affected abutter who lives within the stretch, Costas Tonas. Tonas had suggested that the road would be better as dirt.

He said that Holmes had put two loads of cold patch down there already; and it has ruts in it again; and it is getting worse. He suggested digging it up, suggesting you could work the hottop into what is already dug up. He said it would take him a day to rip it up and grade it; and perhaps a couple of loads of gravel.

It was suggested that a follow-up letter be sent to Tonas prior to the work being done. Carlson will draft this letter.

Pitkin asked the Board to look at it prior to making a final decision.

There was discussion about road repairs needed within the Poplin Acres subdivision; and discussion about how roads have been reconstructed. Pitkin said that a shim doesn't hold that long; and is done in preparation for an overlay.

With regard to the Highway Shed, Leon Holmes Jr has borrowed a large water storage tank to be used to pressure wash the building and sanders next week. The sanders will be cleaned, oiled and hung for next

season. This will mean that the chipper and sweeper need to be moved from the sander hanger area to be kept out of the weather.

Pitkin suggested that a short-term option at the site may be to put a door on one end of the sand storage building and close it in for now, converting of a portion of the shed for a maintenance bay. Pitkin said he wanted there to be a dry place for Holmes to work on equipment.

Carlson had been at the site this afternoon and reviewed the needed siding and building repairs.

Pitkin said that all of the sand has been moved outside. He suggested doing the repair work, general maintenance (including replacing the external board at the reinforcing point; and repairing the vinyl siding). Pitkin will put together a list of items and some specifications to be taken to contractors to see what the cost might be. There is no money budgeted for the work.

Pitkin asked the Board for clarification of the status of Gates Lane. Hunter indicated this was discussed a few months ago, and researched such as to be determined to be a Town road. Pitkin said that in his maintenance plan, if he was going to make use of a grader once or twice a year, he also wanted to include this dirt road.

Carlson advised that the RSMS road inventory software is no longer available from UNH but can be purchased. The cost estimate is \$500. St Germain took the website address to do some further research.

Carlson advised that the RFP letter went out this week for the tree chipping work. Proposals are due April 22, 2010.

Pitkin followed up on the hazard tree designation last week on North Road. He said that they would be working on these trees tomorrow, some of which are within the Schreiber frontage, and that he has talked to Schreiber about the dangerous and dead trees.

There was further discussion about erosion on North Road and installation of additional safety barriers, signage, and the next step in fixing this issue.

With nothing further, Pitkin left the meeting at approximately 8:10 pm.

OLD BUSINESS CONTINUED

4. Selectmen reviewed an RFP for repainting of the Old Meetinghouse. There was discussion about the budgeted funds for this, and whether it could be done in the budgeted amount; as well as whether or not that money would be needed for other projects. The Highway budget has been taxed by the three storms including flooding and substantial wind damage; and there are some maintenance needs at the highway shed.

The Board discussed various options and decided to put the work out to bid to see what pricing came in.

5. Selectmen brought in comments on the Audit MD&A draft, which will be compiled for a final version for the Auditor. His work begins on April 19th.

6. St Germain moved to appoint Annmarie Scribner as Selectmen's Alternate Ex-Officio Representative to the Budget Committee. Hunter seconded and the vote was approved 2-0-1 with Scribner abstaining.

7. The RFP for Fremont's 2010 Statistical Update went out to contractors and was posted on 30 March 2010. Carlson reported on a meeting with NH DRA and MRI last week as a pre-cursor to getting the Update and Certification process underway. Proposals are due back 13 April 2010 for tabulation and presentation to the Selectmen on April 15, 2010. The RFP is posted and available on the Town's website.
8. There was some general discussion in follow-up to the first Highway Study Committee meeting, which was held on Monday 29 March 2010. Draft minutes were available for review and will be posted on the website once approved by the Committee.
9. Chief Janvrin has provided a final listing of all roads which need to be updated in the Town's Speed Ordinance. A Public Hearing will be scheduled for these updates.
10. Carlson provided some information from NEMRC regarding an estimate to update the Town's General Ledger system. The estimate, for a comprehensive review and assistance package, was \$3,000 to \$5,000. This money does not exist in the current budget cycle, and other ideas will be researched. Copies of the trial balance will be printed for next week.
11. Freedom Renewable Energy was paid this week on the AP manifest for the solar panel installation at the Fremont Safety Complex. This \$3,500 was fully funded by grants obtained by the Energy Committee.

NEW BUSINESS

1. Selectmen reviewed the Payroll manifest \$20,852.03 for the current week dated 31 March 2010 and Accounts Payable manifest \$27,737.48 for current week dated 02 April 2010. Scribner moved to approve the payroll manifest and St Germain seconded. The vote was unanimously approved 3-0. Scribner then moved to approve the accounts payable manifest. St Germain seconded and the vote was unanimously approved 3-0.
2. Selectmen reviewed the folder of incoming correspondence.
3. Selectmen reviewed an outgoing letter to Keith Stanton regarding the cable contract, made changes, and asked Carlson to send it out over her signature. A letter to Richard Lothian regarding permitting issues is still to be drafted.
4. The Garden Club has requested permission to store their materials on the front lawn for a couple of weeks as gardens are cleaned up for the season. The Board felt this was acceptable. A return email will be sent to the club President.
5. Selectmen discussed a request from Renee King for a credit card for use by Summer Camp. In accord with what has been town policy, the Board declined this at the present time.
6. Hunter discussed the possibility of changing the Town's voting location, in response to some issues expressed by the Fire Rescue Department during the March elections. There was lengthy discussion about having gotten permission to change the location once before, to afford more space without interrupting public safety, and that it had been determined by Election Officials to keep it at the Complex. There was discussion about use of the Library, with the large community room; and availability of using other Library space if the building was closed for the day.

The Board felt they should invite the election officials in to discuss it again (including the Moderator, Town Clerk, and Supervisors of the Checklist). This will be scheduled later this spring.

7. Copies of the March 2010 Trending Report were distributed to Board members, as well as the Budget committee memo and the full first quarter budget report. These items were also distributed to the Budget Committee today.

8. Selectmen reviewed requests to use the Town Hall as follows:

a. Request from Alison MacNeil for April 17, 2010 from 2:00 to 4:30 pm for a birthday party. This was discussed and approved.

b. Request from Ted Braley for May 15, 2010 from 10:00 am to 6:00 pm for a wedding and reception. Selectmen discussed this at length (including the request for a DJ, dancing, and use of both floors) and decided to decline this request. There was extensive discussion about liability to the Town.

9. Selectmen reviewed and approved an Intent to Cut for parcel 03-062 owned by Cheryl Woodman at 92 Beede Hill Road.

NEXT WEEK

The next regular Board meeting will be held on Thursday April 8, 2010 at 6:00 pm. The Budget Committee meets next on Wednesday April 21, 2010.

With no further business to come before the Board, motion was made by Hunter and seconded by Scribner to adjourn the meeting at 9:40 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator